

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-59-02-02	
TO: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 7/22/03	
1. FROM (Agency or establishment) DEPARTMENT OF STATE		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Office of War Crimes Issues (S/WCI)		In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Alice S. Ritchie	5. TELEPHONE NUMBER (202) 261-8511	DATE 9-25-03	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>
6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 06/03/2003	SIGNATURE OF AGENCY REPRESENTATIVE Margaret G. Peppe <i>Margaret G. Peppe</i>		TITLE Department Records Officer
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	Program (Subject, Organization, and Country) Files. a. Recordkeeping copies. Arranged by subject, country, or organization. Memorandums, correspondence, reports, position papers, telegrams, drafts, briefing materials, e-mail messages, publications, and other material relating to PERMANENT. Cut off annually and retire to the RSC. RSC transfer to a records storage facility when 3 years old. Transfer to the National Archives when 25 years old in 5 year blocks. b. Electronic copies produced on electronic mail and word processing systems. Temporary. Delete once recordkeeping copy has been produced.		

id copies sent to Agency, NARA, NWD.